

# IDE PARISH COUNCIL

**MINUTES OF AN ANNUAL MEETING of Ide Parish Council** at 7 .30pm on Wednesday 13 May 2020 by Skype online remote conferencing by audio only. The meeting was held in public by making it available on Skype.

There were no public participants and no video recordings took place

## AGENDA

**PRESENT** Nick Bradley, chair, Pete Bishop, Andy Swain, Rachel Herbert, Mark Thomas, Jessica Paine, Paula Burton Perrett. **Attended by** Mel Liversage, clerk

- 1. Apologies** – apologies from Councillor Charles Nuttall TDC
- 2. Minutes of last meeting** - minutes of 15<sup>th</sup> May 2019 were signed by the chair as a correct record and will be hand delivered to the clerk
- 3. Appointment of Officers and Committees for 2020/2021**  
Appointment of the following: The chair left the meeting after declaring himself willing to serve again as chair.

	Nominated	Seconded
• Chair - Nick Bradley	PB	AS
• Vice-chair Pete Bishop	NB	RH
• Treasurer – Mel Liversage (RFO)		
• Internal auditors – Alison Marshall	NB	PB
• External auditors – PKF Littlejohn (assigned)		
• Planning committee Pete Bishop, chair	AS	RH
• Cemetery co-ordinators – Mel Liversage, Sarah Tiley		
• School and Play Area liaison - Rachel Herbert and Mark Thomas		
• Tree wardens - Pete Bishop and Mark Thomas		
• Memorial Hall representative – Paula Burton Perrett and Jessica Paine		
• Footpath wardens - Andy Swain		
• Allotments co-ordinator - Nick Bradley		
• Website co-ordinator - Andy Swain		
• Defibrillator monitor- Brenda Mosedale		
• Cheque signatories Nick Bradley, Pete Bishop, Andy Swain and Jessica Paine		

## COUNCILLOR WORKING GROUP MEMBERS

**PYNES ORCHARD** – NB; MT; JP; **WEIR MEADOW** - NB; JP;

**EMERGENCY PLANNING/COVID19** PB; PBP; **CLIMATE EMERGENCY** AS;

- 4. Finance Report: (Clerk)**
  - Finance report for year ending 31 March 2020 **Approved**
  - Year End accounts 2019/2020 **Approved**
  - Annual sum for allocation to the Village Fund, £500.00 was **Approved**

**5. Annual Audit:( Clerk)**

- a) Annual Certificate of Exemption was approved by the councillors\*
- b) Annual Audit Report completed by internal auditor, Alison Marshall was approved\*
- c) Annual Governance statement for 2019/2020 was approved by the councillors\*
- d) Accounting statement for 2019/2020 was approved by the councillors and signed by the chair\*

**\*Hard copies of these certificates will be signed and dated by the chair and clerk as RFO and sent to PKF Littlejohn, electronically.**

- 6. Dates for meetings** in 2020: 15 July, 16 September, 18 November 2019; and in 2021: 20 January, 17 March & 19 May 2020 are confirmed

This was followed immediately by the IPC Regular meeting agenda